

SOUTH A MUNICIPAL ADVISORY COMMITTEE MEETING

OFFICIAL MEETING MINUTES

TUESDAY – JULY 22, 2014

I. Call to Order

The South A Municipal Advisory Committee (South A MAC) was called to order at **6:35 p.m.** on **July 22nd, 2014** at the Deerwood Bonita Lakes Park, 14445 SW 122nd Avenue, Miami, FL 33186.

II. Roll Call/Introductions

The following South A Municipal Advisory Committee Members were **present**:

- Wilbur Bell – Committee Chairperson
- Kathy Charles – Committee Secretary
- JL Demps, Jr.
- Lubby Navarro – Committee Vice Chair

The following South A Municipal Advisory Committee Members were **not present**:

- Edward Bullard
- Dan Millott

The following Miami-Dade County MAC Support Staff was present:

- Gigi Bolt, Office of Management and Budget

Committee Chairperson Wilbur Bell directed the Members and those in attendance to the prepared Agenda for the meeting and indicated that the Committee would be going through the items outlined.

III. Approval of the Minutes – June 24th 2014

Committee Vice Chair Lubby Navarro moved to **approve** the June 24th, 2014 MAC Meeting Minutes as written and Committee Member JL Demps Jr. seconded the motion. **The motion carried unanimously.**

IV. Public Comment

Chairperson Bell opened the floor for Public Comment and those who wished to speak were asked to provide their name and address for the record. Several members of the audience addressed the Committee and raised various issues and concerns. The comments provided by the public covered the following areas:

- *Need for focus of the Municipal Advisory Committee to be on the “feasibility of a City”.*
- *Several concerns raised on the importance of getting adequate notice out to the community about the MAC meetings and feedback from residents on incorporation.*
- *Suggestions on signage announcing the meetings and requests for information on demographics of the subject area of incorporation.*
- *Inquiries on meeting location sites being held in various parts of the community.*
- *Discussion on the climate change on the incorporation and how the MAC was established.*

During the Public Comment period, Support Staff Ms. Gigi Bolt provided information on meeting locations, how the MAC meetings are publicized and the more expansive notification that will occur on the public hearing portion of the process. Ms. Bolt also encouraged individuals to provide contact info on the sign-in list so that they can receive regular email notifications. Committee Member Demps Jr. and Vice Chair Navarro

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provided some history on the incorporation process and recent moratorium, how the Board of County Commission approved the establishment of the MAC and Commissioner Moss's subsequent appointment of the Committee members.

V. Staff Presentations

Miami-Dade Fire Rescue Department

Mr. Carlos Heredia, Miami-Dade Fire Rescue Department representative, addressed the Committee to describe the level of services provided by the Department in the MAC subject area. He indicated that there is currently one Fire Station (at Country Lakes 152 Street) located within the boundaries of the area. Mr. Herrera advised that Fire Rescue is able to provide adequate service throughout the area utilizing the additional Stations located adjacent to this area and will be able to continue to provide this level of emergency service in the event of incorporation. He informed the Members that an additional Station was being constructed adjacent to this MAC boundary area located at 248 Street and 112 Avenue and the Department was exploring potential Station sites near 184 Street and 157 Ave to address future service needs.

Committee Secretary Kathy Charles asked Mr. Herrera about the response time for the area calls and about information on the nature of the calls. Vice Chair Navarro inquired about the Fire District Budget for the MAC area and how the additional station will impact service. She also confirmed that maintaining Miami-Dade Fire Service is required for new municipalities. Committee Member Demps Jr. asked about the number of Firefighters serving the area and how the stations are staffed.

Mr. Herrera indicated that the response times for the area calls was six (6) to eight (8) minutes - which is better than the national response times – and most of the feeder Stations are located within 2 -3 mile radius so that calls can be quickly dispatched. He indicated that: there were seven (7) Stations serving the MAC area, of which, one (1) is inside the subject area and of the remaining stations - four (4) are considered adjacent to the area. Mr. Herrera advised that the Unit that would be operating out of the new 248 St Station is currently co-located at Station 34 so the Staff is already available and serving the area. He explained that Fire Stations are generally manned by a seven (7) member team: comprised of four (4) assigned to the Engine and three (3) for Rescue. Mr. Herrera indicated that he would provide the Committee with information on nature of calls and the Fire Budget for the MAC area.

Miami- Dade Public Library

Ms. Sylvia Mora-Ona, Miami-Dade Library Assistant Director, addressed the Committee regarding Miami Dade County Library services and provided a handout entitled "Your Library" as reference for the Members. Ms. Mora-Ona advised that there is one Library that is located in the MAC area – the Country Walk Branch Library at 152 St and 137 Avenue. She indicated the residents would also have benefit of use from the West Kendall (Hammocks) Library, Coral Reef Drive Library and the South Dade Regional Library in terms of closest facilities outside the MAC area. Ms. Mora-Ona indicated the Miami-Dade Library system is comprised of over 49 Branches, which operate out of standalone County buildings as well as leased storefronts. She acknowledged the recent budget shortfall crisis that the Library was facing and indicated that several options were being explored from adjustments of the Library millage rate to colocation of Libraries in Parks. Ms. Mora-Ona indicated that the Library has a circulation of over 3.4 million books but today's Library was *more than just books*. She went on to provide an overview of many of the innovative programs and services being provided by the Library System. Ms. Mora-Ona highlighted Library offerings that include: large Children's Book, Florida/Dade County History and Audio Book Collections, an active Book Mobile Service, extensive Computer and Technology Services and Programs, Literacy/Outreach efforts and Summer Lunch Programs as well as a large Permanent Art Collection and Genealogical Information.

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Committee Secretary Charles inquired about the cost and size of the Country Walk Library and the hours of operation. Vice Chair Navarro asked for information on the Library District tax generated by the MAC area and the costs to operate the Libraries in the area and adjacent area. Committee Member Demps Jr. expressed his appreciation of the quality of Library services that are provided to the community.

Ms. Mora-Ona indicated the County Walk Library operated out of a 1,200 sq. ft. leased storefront space with operating hours of Mon., Tues, Thurs. and Sat. from 10 am – 6 pm. Closed Wed., Fri. and Sun. She indicated that the current millage rate was .1725 mills per 100,000 dollars and that she would provide the information on the Library operational Budget expenditures and revenues, with specifics on the MAC area. Ms. Mora-Ona also indicated that the Library could post meeting notices or display flyers announcing the MAC meeting at the Libraries in the area. She indicated that the Libraries often display Community information items and would just need the materials provided in advance by the Committee Staff.

Committee Members thanked the Library representative for their offer to assist with displaying Meeting information and asked Staff to follow-up with the Department. Committee Secretary Charles asked that the Library information presented be posted on MAC website.

Ms. Bolt indicated that any materials present by Staff would be posted online as information and that she would be following up on providing information/materials to the Library on the meeting notice.

Miami-Dade Commission on Ethics and Public Trust

Mr. Robert Thompson, Miami-Dade Commission on Ethics and Public Trust, provided an overview on applicable laws and procedures that govern the Committee Members and the conduct of the meeting process and public access. Mr. Thompson began with a review of **Florida Sunshine Law** and how it applies to the members of the Municipal Advisory Committee. He indicated that business conducted by the MAC must be done in public, including voting. Mr. Thompson then briefly covered, among others, the following topics: **public notice of meetings and reasonable notice to be provided, written minutes must be done not replaced by recording of meeting, documents are public records, public right to be present and to speak (time can be limited) and that proceedings can be recorded once not disruptive manner.**

Members of the audience present asked questions regarding the potential penalties for infractions of Florida Sunshine provisions and voting conflict of interest issues and Mr. Thompson provided additional information in response.

Mr. Thompson continued his presentation by reviewing common **public record request** scenarios and summarizing **Financial Disclosure Requirements, Prohibitions on Gifts and Lobbying** and **Voting Conflicts** as outlined in his reference document – *Highlights of the Miami Dade County Ethics Code*.

VI. New Business

Given the need to review additional items, Committee Member Demps Jr. moved to **extend** the meeting time to 8:15 pm and Vice- Chair Navarro seconded the motion. The motion carried unanimously.

Ms. Bolt called the MAC Members' attention to material provided with this meeting's Agenda from her Office: *Boundary Map for South Dade A and South Dade B MACs, List of Current Municipalities (with date of incorporations), 2013 Adopted Millage Rates for Miami-Dade County, Article II. Incorporation Procedure Sec.20-20 of the Code of Miami Dade County and a copy the Miami-Dade County Charter*. The Members acknowledged the materials.

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Vice Chair Navarro asked about the update of Committee Work Plan provided previously and asked that Staff provide additional information on the schedule outlined. Committee Secretary Charles inquired about the upcoming scheduling of presentations and the ability to have multiple presentations made to continue to move the Work Plan along.

Ms. Bolt indicated that an update to the Work Plan can be provided. She advised that Staff was working on scheduling the next few presentations - keeping in mind the volume of information that may be provided from particular agencies and sufficient discussion period.

Further comments were made by members of the public regarding ability to ask questions and engage in the presentations made at the meeting and being able to educate themselves on some of the aspects of incorporation.

Committee Member Demps Jr. discussed the best way to incorporate Public Comment portion at this stage and Vice Chair Navarro described this initial information gathering/fact finding process while reminding the audience that public input will be an integral part of the process.

VII. Next Meeting Date

Ms. Bolt advised the Committee Members that the next meeting was tentatively scheduled for Tuesday, August 26th, 2014 at 6:30 p.m. at the Deerwood Bonita Lakes Park.

VIII. Adjournment

Committee Member Demps Jr. moved to **adjourn** the meeting and Vice- Chair Navarro seconded the motion. The motion carried unanimously. The meeting adjourned at **8:15 pm**.